



## FFY2016 SNAP-Ed Program Training: “Let’s Get Fiscally Fit”



Hanford, CA  
December 8, 2015

Kings County Community  
Action Agency  
9:00am-3:00pm

Oakland, CA  
January 21, 2016

Elihu Harris State Building  
1515 Clay Street  
9:00am-3:00pm

Salinas, CA  
January 28, 2016

WIC/Nutrition Services  
632 E. Alisal Street  
9:00am-3:00pm

Oxnard, CA  
February 11, 2016

Behavioral Health Admin  
1911 Williams Drive  
9:00am-3:00pm

San Diego, CA  
February 25, 2016

County of San Diego HHSA  
3851 Rosecrans Street  
9:00am-3:00pm

Sacramento, CA  
March 3, 2016

1500 Capitol Ave  
Training Room A  
9:00am-3:00pm

Quincy, CA  
March 10, 2016

204 Fairground Road  
9:00am-3:00pm

## AGENDA

### Overview

“Let’s Get Fiscally Fit” fiscal and administration training is an informative and interactive training that will focus on budget development, adjustment, and invoicing processes, as well as examine desk review requirements.

### Who should attend?

This training is appropriate for Local SNAP-Ed Implementing Agency staff with budget development and adjustment responsibilities and/or invoicing duties.

### Agenda

- Welcome and Warm-up
- SNAP-Ed Funding Overview and Intro to NEOPB
- Budget Development
- PA Break
- Budget Adjustment Requests
- Invoice Creation and Submission
- Lunch
- Contract Compliance Process
- Break/PA
- Additional Resources
- Wrap-up

Funded by USDA SNAP-Ed, an equal opportunity provider and employer.

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